



MEMO

**To : FISCAL COMMITTEE
VICTORIA RUSNAK, CHAIR
ANTHONY A. BATARSE, JR., MEMBER**

Date: June 22, 2017

**From : WILLIAM G. BRENNAN
DAWN KINDEL
SUZANNE LUKE**

**Subject: THE BOARD'S FINANCIAL CONDITION REPORT FOR THE 3RD
QUARTER OF FISCAL YEAR 2016-2017**

The following is a financial summary of the Board's expenditures and revenues through the 3rd quarter of Fiscal Year 2016-2017.

<i>Expenditures</i>		<i>Revenue</i>	
Budget Appropriation	\$1,549,028	Beginning Reserve Balance	*\$1,541,923
Expenditures	\$1,045,548	Revenues	\$1,726,000
Unexpended Appropriation	\$503,480	Total	\$3,267,923
		Current reserve balance	\$2,222,375

The Board expended 67% of its appropriated budget through the third quarter of fiscal year 2016-2017.

Attached for your review is a detailed summary of the Board's fund condition as well as an itemized Revenue and Expense statement.

This memorandum is being provided for informational purposes only, and no Board action is required. If you have any questions prior to the Board Meeting, please contact me at (916) 324-6197 or Dawn Kindel at (916) 323-7201.

Attachments as stated

cc: Ramon Alvarez C., President

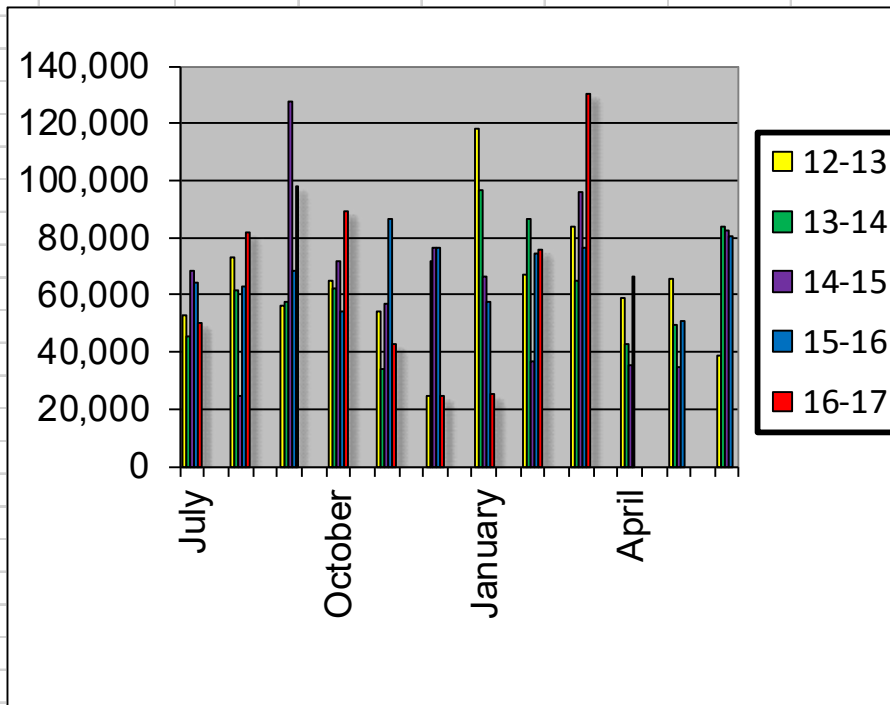
* additional expenditures will be deducted after release of Governor's Report (Pro Rata/ DMV Administrative charges/SCO/Fiscal)

Revenue and Expenditures July 1, 2016, through March 31, 2017 - (75% of fiscal year)

3	Funds encumbered but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.		
4	Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail.		

	12-13	13-14	14-15	15-16	16-17				
July	53,013.00	45,607.00	68,125.00	64,200.00	50,376.00				
August	73,243.00	61,800.00	24,600.00	62,700.00	82,057.00				
September	56,175.00	57,715.00	127,577.00	68,148.00	97,783.00				
October	65,145.00	62,325.00	71,935.00	54,000.00	89,275.00				
November	54,507.00	33,900.00	56,700.00	86,358.00	42,410.00				
December	24,508.00	71,746.00	76,132.00	76,272.00	24,600.00				
January	18,120.00	96,300.00	66,612.00	57,300.00	25,220.00				
February	67,025.00	86,792.00	36,900.00	74,528.00	75,410.00				
March	83,469.00	65,100.00	95,710.00	76,500.00	130,017.00				
April	58,635.00	42,648.00	35,644.00	66,600.00	0.00				
May	65,369.00	49,296.00	34,732.00	50,910.00	0.00				
June	39,000.00	84,000.00	82,746.00	80,230.00	0.00				
Ytd	758,209.00	757,229.00	777,413.00	817,746.00	617,148.00				

**DEALER FEES
FIVE YEAR COMPARISON**



NEW MOTOR VEHICLE BOARD
EXPENDITURE REPORT FOR THE THIRD QUARTER OF FISCAL YEAR 2016-2017
(75% of fiscal year)

ACCOUNT CODE		BUDGETED EXPENDITURE			BALANCE	
	DESCRIPTION	AMOUNT	YEAR TO DATE	%	REMAINING	%
1000	PAYROLL EXPENSE					
0030	Salaries - full time staff	793,640	525,333.00		268,307	
0330	Salaries - part time staff	74,196	48,641.00		25,555	
0830	Overtime	0	0.00		0	
0990	Salary Savings (minus)	0	0.00		0	
0020	TOTAL - salary expense	867,836	573,974.00		293,862	
1010	TOTAL - staff benefits	418,004	229,817.00		188,187	
	CATEGORY TOTAL					
1000	PAYROLL EXPENSE	1,285,840	803,791.00	63%	482,049	37%
3000	OPERATING EXPENSE AND EQUIPMENT					
2010	General Expense					
2050	Dues and membership	4,000	2,854.00		1,146	
2230	Library purchases (10,000/ DMV)	9,000	7,345.00		1,655	
2260	Minor equipment	300	0.00		300	
2270	Office equipment - rent/ maintenance/ repair	200	0.00		200	
2380	Miscellaneous general expense	200	95.00		105	
2391	Miscellaneous office supplies	7,300	2,535.00		4,765	
2395	Meeting expense	2,000	375.00		1,625	
2010	Total - General Expense	23,000	13,204.00		9,796	
ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE	%	BALANCE	%	
		AMOUNT	YEAR TO DATE	REMAINING		
2410	Printing					
2440	Office copier expense - rent/ maintenance	1,750	0.00	1,750		
2480	Miscellaneous printing expense	1,750	386.00	1,364		
2410	Total - Printing	3,500	386.00	3,114		
2610	Postage -meter rental & service, FedEx	9,000	2,828.00	6,172		
2910	Travel In-State					
2920	Lodging, mileage, misc.	2,000	547.00	1,453		
2940	Commercial air transportation	5,250	2,450.00	2,800		
2950	Rental cars / other travel expense	7,750	5,320.00	2,430		
2910	Total - Travel In-State	15,000	8,317.00	6,683		
3110	Travel Out-of-State					
3120	Lodging, mileage, misc.	1,000	0.00	1,000		
3140	Commercial air transportation	1,000	276.00	724		
3150	Rental cars	500	1,042.00	542		
3110	Total - Travel Out-of-State	2,500	1,318.00	1,182		
3320	Training	3,038	1,188.00	1,850		
3430	Rent - non State owned building	165,000	115,497.00	49,503		
3445	Janitorial services	0	0.00	0		
3450	Security services	550	0.00	550		
3470	Facilities planning - DGS (10,000/ DMV)	8,000	817.00	7,183		
3820	Professional services - internal (Attorney General) \$2,000/ DMV	15,000	18,373.00	-3,373		
4020	Professional services - external (court reporters)	18,000	4,560.00	13,440		
ACCOUNT CODE	DESCRIPTION	%	BALANCE	%		
			REMAINING			
4324	Data processing software	0	0.00	0		
4350	Data processing minor equipment	0	2,264.00	-2,264		
4380	Pro rata statewide expense (101,864 TBA)	0	0.00	0		
4520	Equipment replacement	600	0.00	600		
	CATEGORY TOTAL					
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	168,752.00	64%	94,436	36%
1000	PAYROLL EXPENSE	1,285,840	803,791.00	63%	482,049	37%
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	168,752.00	64%	94,436	36%
	Total - Payroll and Operating Expense	1,549,028	972,543.00	63%	576,485	37%
	Pro rata statewide expense (101,864) allotted	(see above)	0.00			
	Encumbrance balance		73,005.00			
			1,045,548.00	67%		
	DMV Administrative charge (78,000)	0	0.00	0%	0	
	Grand total - fiscal year 2016-2017	1,549,028	1,045,548.00	67%	503,480	33%
	1 Pro rata statewide expense is budgeted and expended on a quarterly basis; however, it does not show as an expenditure on DMV's reports. The Board will deduct the Pro rata expense at the end of FY 8/9.					
	2 Funds encumbered (for specific purchases) but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.					
	3 DMV Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail - deduct end of FY 8/9.					

fiscal year 2016-2017

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